

TOWN OF DAVIE TOWN COUNCIL AGENDA REPORT

TO: Mayor and Councilmembers

FROM/PHONE: Herb Hyman-(954) 797-1016

SUBJECT: Resolution

TITLE OF AGENDA ITEM:

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, SELECTING THE FIRM OF SCHARF & ASSOCIATES, INC. TO PROVIDE ARCHITECTURAL SERVICES FOR THE POTTER PARK COMMUNITY CENTER AND GYMNASIUM AND AUTHORIZING THE TOWN ADMINISTRATOR OR HIS DESIGNEE TO NEGOTIATE AN AGREEMENT FOR SUCH SERVICES.

REPORT IN BRIEF:

A competitive solicitation was conducted for architectural services for the Potter Park community center and gymnasium. The Town sent out thirty-two (32) Requests for Proposal documents to prospective respondents. Additionally, the RFP was advertised state-wide in Florida Bid Reporting and nationally in BidNet and also posted on the Town's web site. The Town received twelve (12) responses. A selection committee reviewed proposals and heard oral presentation from short listed firms. After reviewing all information, the selection committee ranked Scharf & Associates, Inc. as the best qualified firm to provide these services. Upon approval of this resolution, a negotiation team will prepare a contract and present that contract for approval at a future meeting date.

PREVIOUS ACTIONS:

Not applicable.

CONCURRENCES:

The recommended award is the composite votes of all selection committee members.

FISCAL IMPACT:

Has request been budgeted? yes

If yes, expected cost-\$150,000.00.

Account Name: Capital Improvement Program-Potter Park Gym Account

Additional Comments: Not applicable

RECOMMENDATION(S):

Motion to approve the resolution.

Attachment(s):

Resolution

Procurement Authorization

Selection Committee Rankings

RESOLUTION NO. _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, SELECTING THE FIRM OF SCHARF & ASSOCIATES, INC. TO PROVIDE ARCHITECTURAL SERVICES FOR THE POTTER PARK COMMUNITY CENTER AND GYMNASIUM AND AUTHORIZING THE TOWN ADMINISTRATOR OR HIS DESIGNEE TO NEGOTIATE AN AGREEMENT FOR SUCH SERVICES.

WHEREAS, the Town is in need of architectural services for the Potter Park community center and gymnasium; and

WHEREAS, the Town solicited sealed proposals for such services; and

WHEREAS, the selection committee has selected the firm of Scharf & Associates, Inc. as the best qualified firm to provide the service; and

WHEREAS, it is in the Town's best interest to execute a contract for such services.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council of the Town of Davie does hereby accept the selection of Scharf & Associates, Inc. to provide architectural services for the Potter Park community center and gymnasium and authorizes the Town Administrator or his designee to negotiate an agreement for such services and present that contract for approval at a future meeting date. Should the Town be unable to reach agreement with the best qualified firm, the Town will negotiate an agreement with the next highest ranked firm and present that contract for approval.

SECTION 2. The Town Council hereby authorizes the expenditure from the Capital Improvement Program-Potter Park Gym Account.

SECTION 3. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2001

MAYOR/COUNCILMEMBER

Attest:

TOWN CLERK

APPROVED THIS _____ DAY OF _____, 2001

TOWN OF DAVIE PROCUREMENT AUTHORIZATION

<u>ACCOUNT NUMBER</u>	<u>BUDGET ITEM & DESCRIPTION</u>	<u>APPROXIMATE COST</u>
030-300/-572-6865	Architectural / Engineering Services for Community Center and Gymnasium Building at Potter Park	\$150,000.00

METHOD OF PROCUREMENT (check the one that applies)

☐ Open Competitive Bidding
☐ Piggyback on Contract Number _____
☐ Sole Source
☒ Request For Proposals

CHECKLIST, SPECIFICATIONS & LIST OF VENDORS MUST BE ATTACHED

Signed Brian Bunnell
Department Head

Have Funds been Reserved Yes
Date 3/8/07 Signed [Signature]

Signed [Signature]
Town Administrator

<u>VENDOR</u>	<u>BIDS SUBMITTED</u>	<u>COST</u>
SCHARR + ASSOCIATES		RANKED 1ST
ZELCH + McMAHON		RANKED 2ND
NAGLER + RENEGAL ARCHITECTS		RANKED 3RD
ROBERT WALTERS ARCHITECT		RANKED 4TH
THADDEUS COHEN ARCHITECT		RANKED 5TH
C3TS		RANKED 6TH
CONRADINO		NOT RANKED
BRUNO-ELITE + ASSOCIATES		NOT RANKED
JEFFREY JOOE ARCHITECT		NOT RANKED
THE TAMARA PEACOCK COMPANY		NOT RANKED
PBS+T		NOT RANKED
ROBERT CURRIE PARTNERSHIP		NOT RANKED

Signed Herb Hynes
Purchasing Specialist

TOWN ADMINISTRATOR'S RECOMMENDATION

<u>Vendor</u>	<u>Cost</u>
SCHARR + ASSOCIATES	RANKED 1ST

Signed _____
Town Administrator

	1	2	3	4	5	6	7
	ARCH. SVCS.-POTTER PARK GYM						
1							
2							
3							
4							
5							
6	COMMITTEE MEMBER	SCARF	WALTERS	NAGLER	T. COHEN	C3TS	ZELCH
7							
8	C. WALLACE	A	B	S	E	N	T
9	C. MENKE	A	B	S	E	N	T
10	B. BERNARD	1	6	3	5	4	2
11	R. MUNIZ J. WOLFSCH-ABER	1	4	2	5	6	3
12	C. DOLIN	1	2	5	3	6	4
13	J. GEORGE	1	6	2	4	5	3
14	R. NELSON	1	3	2	5	6	4
15	H. HYMAN	1	4	6	5	3	2
16							
17	TOTAL	6	25	20	27	30	18
18							
19	RANKING	1ST	4TH	3RD	5TH	6TH	2ND
20							

